



**COMMONWEALTH OF MASSACHUSETTS  
TOWN OF NEW MARLBOROUGH  
OFFICE OF THE BOARD OF SELECTMEN  
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Tara B. White, Chair  
Michele Shalaby  
Nathaniel H. Yohalem  
Board of Selectmen

**Minutes of Selectmen's Meeting  
Monday, December 8, 2014**

**Board Members Present:** Tara B. White, Chairman  
Michele Shalaby  
Nat Yohalem

**Others Present:** Michael Skorput, Administrative Assistant  
Sharon Fleck, Administrative Secretary  
Charles Loring

**The meeting of the Board of Selectmen convened at 6:03 p.m.**

The Board read the minutes. **After a discussion, a motion was made and seconded and so voted by all members to approve the minutes of the December 1, 2014 Selectmen's meeting, as amended.**

**Highway Truck** – Highway Superintendent, Chuck Loring, reported repairs needed for his truck will cost approximately \$7500. A discussion ensued regarding leasing a truck or having it repaired. A new truck would cost approximately \$40,000-\$45,000; a lease would be approximately \$1,000/month. Charles Loring reported that he hoped, with the repairs, that the truck would last another year and a half or more. It was decided to have the truck repaired.

**Joe Kellogg Contract** – Joe emailed a signed copy of his contract which was accepted and signed by the Board.

**Internal Controls** – Selectman Yohalem reported he had his second meeting with the Treasurer, Accounting Officer, Town Clerk, Assessor and Tax Collector to discuss internal controls. He reported that the Tax Collector and the Treasurer are working together to reconcile the books. He stated that the Treasurer has access to the Tax Collector's account who can remove funds from the Tax Collector's account but not vice-versa. The Tax Collector is also working with Arthur Jones, as well as the Assessor, to reconcile the motor vehicle account. It was agreed that it was more advantageous for the Tax Collector, as well as the Town Clerk, to continue to collect and keep fees. The Tax Assessor also agreed to receive deeds electronically. Per Tom Scanlon and the Town, an audit will take place in February-March 2015.

**Humes Tuition** – A request was received from Mr. and Mrs. Humes to pay the tuition of approximately \$3500 for Vo-Tech school. Requests of this type have to be submitted prior to April 1 of the fall semester. No request had been made; the Board feels it is not the responsibility of the Town to pay this tuition. A letter will be sent to Mr. and Mrs. Humes stating the Board's position.

**Town Hall Renovations** – No bids were received for this project. The only local contractor, Salco, stated that he would have preferred to have an architect present to answer questions. The other bid packages were sent to agents who represent contractors who may be interested in such a project. The recipients of the bid packages will be contacted, and based on their feedback, new bid packages will be prepared.

**Wired West** – A sample resolution was received from Wired West. Selectman Yohalem advised he was not in favor the resolution, which fully support the \$2.5 million bond. Selectman Yohalem then said he redrafted the resolution because the residents should vote on this bond through a warrant in May 2015. Both Selectmen Shalaby and Yohalem will attend a Wired West meeting next week.

**School Roof** – Selectman Shalaby will contact Vito Valentini regarding what choices may be available to use an independent contractor to repair/replace the roof, as opposed to the State's proposal.

**Clayton Mill River Bridge** – A letter was received from Nic Reizel (Stantec), advising the project is on target. He will meet with the Board in January.

**Budgets** - Selectman Shalaby announced that she is working with Mike Skorput on the spreadsheets for the Capital Planning Committee. Michael Skorput advised the Board that he needs salary figures as soon as possible. Selectman Shalaby is continuing to work on finalizing the budget process.

The next Selectmen's meeting will be Monday, December 15, 2014 at 9:30 a.m. There will not be a meeting on Monday, December 29, 2014.

**Being that there was no further business to be brought before the Board, a motion was made, seconded and so voted by all members to adjourn the meeting 7:14 p.m.**

Respectfully submitted,

Sharon Fleck  
Administrative Secretary